

DD/▲ Registry

85-0598/3

5 APR 1985

MEMORANDUM FOR: Inspector General

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Space for the Signal Analysis Division (SAD)
of the Office of SIGINT Operations

REFERENCE: Memo for DDA frm IG dtd 21 Mar 85,
Same Subject

45-17

STAT

be accepted by ...

3. The facility planners have made sincere efforts to respond to SAD's requests for something different while they also considered the aspect of maintenance and effectiveness of the decorative features that have been selected.

Harry E. Fitzwater

Harry E. Fitzwater

Distribution:

Orig - Addee

2 - DDA

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(4/1/85)

OL-10058-85

Date 3/25/85 ✓

ROUTING AND TRANSMITTAL SLIP

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
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3. Bob H		
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5.		

Action	File	Note and Return
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As Requested	For Correction	Prepare Reply
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Coordination	Justify	

REMARKS

#1 - FOR ACTION -

(PLS PREPARE RESPONSE FOR THE DDA'S SIGNATURE.)

Bob, you expanded the last time it would seem appropriate for you to prepare the response this time

B

SUSPENSE: 5 APRIL 1985

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FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
EQ/DDA 7D18 HQS	Phone No.

OPTIONAL FORM 41 (Rev. 7-76)
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INSPECTOR GENERAL

85-210/1

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Space for the Signal Analysis Division
of the Office of SIGINT Operations

DD/A Registry

85-210982

FROM:

John H. Stein
Inspector General

EXTENSION

NO.

DATE

21 MAR 1985

TO: (Officer designation, room number, and
building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALSCOMMENTS (Number each comment to show from whom
to whom. Draw a line across column after each comment.)1. DDA
7 D 18
HQS

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FORM
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DD/A Registry

85-0598/2

21 MAR 1985

MEMORANDUM FOR: Deputy Director for Administration

FROM: John H. Stein
Inspector General

SUBJECT: Space for the Signal Analysis Division
of the Office of SIGINT Operations

1. The Inspector General Team has now completed a review of the Office of SIGINT Operations (OSO) in DS&T. While most of the report does not involve the DA directly, one finding relates directly to the DA, i.e. **the backfill of the current Headquarters building once the new Headquarters building is completed.** The Signal Analysis Division (SAD) of OSO was found to have physical conditions which are among the worst of any Agency component in the Headquarters building. These conditions not only are affecting the ability of the component to perform its vital mission, but also are an important factor in the loss of new employees to other Agency components and industry.

2. SAD will be obtaining additional spaces this year, but the team found these to be inadequate considering what will be required as new systems and personnel enter the laboratory over the next several years. **While it is probably not within the realm of possibility to provide sufficient additional space before the new Headquarters building is occupied, it is possible to provide SAD relief from the Headquarters decorating/furnishing standards.** With such relief, innovative use of commercially available products could be made to maximize the utilization of the space that is available and to create a more attractive atmosphere to improve productivity and attract prospective new employees. Since the Division is currently investing in a major renovation and these spaces will be a major portion of their quarters after the new building is complete, it is an opportune time to grant such relief.

3. When the new building is occupied, it is strongly recommended that SAD's requirement for additional space be satisfied.

John H. Stein

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